

**Classification:** Safety Engineer, NH-0803-III  
**Local Title:**  
**Employing Office Location:** Orlando, Florida  
**Duty Station:** Orlando, FL

**Org Info:** Agency: Assistant Secretary of the Army (Acquisition, Logistics and Technology) ASA(ALT)  
1<sup>st</sup> Div: Program Executive Office, Simulation, Training and Instrumentation (PEO STRI)  
2<sup>nd</sup> Div: Project Support Group  
3<sup>rd</sup> Div: Engineering Directorate  
4<sup>th</sup> Div:

**Supervisor's Certification:** I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

**Immediate Supervisor:** Edwin A. Trier

**Title:** Director, Research and Engineering

**Signature:** \_\_\_\_\_ **/s/** \_\_\_\_\_ **Date:** 4/8/03

**Higher Supervisor or Manager:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Classification/Job Grading Certification:** I certify that this position has been classified IAW Acquisition Workforce Personnel Demonstration Project broadbanding criteria.

**Classification Official:** Sharon Hightower

**Title:** Chief, Human Resource Management Division

**Signature:** \_\_\_\_\_ **/s/** \_\_\_\_\_ **Date:** 4/4/03

**FLSA:** Exempt  
**Drug Test:** No  
**Key Position:**  
**Sensitivity:** NCS  
**Reason for Submission:** Acq Demo Conversion  
**Previous PD Number:**  
**Envir. Diff:**  
**Acq Posn Category:** S  
**Acq Career Level:** 3  
**Acq Special Asgmt:**  
**Career Spec – Primary:**  
**Cont Job Site:**

**Financial Disclosure:** ☐ Public Financial

☐ Supervisor ☐ Manager ☒ Neither

**Citation 1:** USOPM PCS for Safety Engineering Series, GS-0803 TS-55 August 1981

**Citation 2:** AWF, PDP, BLD, Federal Register, Volume 64, Jan 99

**BUS Code:** 7777 329

**Emergency Ess:**

**OPM Functions Code:** 13

**Status:** Competitive

**Subject to IA:** No

**Mobilization:**

**Career Prg ID:**

**CAPL Number:**

**Acq Posn Type:** 4

**Acq Prog Ind:**

**Career Spec – Sec:**

**Mobility:**

☐ Confidential Financial

**Acquisition Workforce Demo Project**  
**Position Requirements Document**

**I. Organization information:**

Position is located in the Engineering Directorate, Project Support Group, Program Executive Office, Simulation, Training and Instrumentation (PEO STRI).

**II. Position information:**

Safety Engineer, NH-0803-III

**III. Duties:**

Serves as a Safety Engineer responsible for providing professional engineering advice, guidance and assistance in the overall management of the required system safety activities associated with simulation, instrumentation, and training devices in their various stages of research, development, test, production, and/or deployment.

1. Exercises staff and technical supervision over all phases of the System Safety Program throughout the life cycle of assigned PEO items/systems, associated subsystem and equipment by the application of scientific and management principles for the timely identification of hazards and initiation of those actions necessary to prevent or control hazards. Serves as PEO system safety engineering interface to major Army commands, subordinate commands and other Government and private organizations having safety interests.

2. Maintains continuous surveillance over all phases of system safety engineering throughout the life cycle of assigned systems, providing advice, guidance and assistance on problem areas and develops and implements corrective action in the form of new policy, directives, improved methods, and procedures which impact the world-wide community of PEO STRI systems/equipment. Provides safety engineering/management inputs to acquisition documentation. Serves as the safety representative for technical reviews of multiple PEO STRI systems.

3. Serves as Materiel Release (MR) Coordinator responsible for maintaining and promulgating MR policy, providing guidance to IPTs on execution of the MR process and representing PEO STRI with organizations having interests in the MR program.

4. Coordinates implementation of PEO STRI Occupational Safety and Health, Environmental Engineering and Health Hazard Assessment processes and programs, and assists in the development of controls for such potential health hazards as toxic gases and chemicals, noise, non-ionizing radiation and lasers.

#### **IV. Factors:**

Factor: 1. - Problem Solving                      Level III.

Work is timely, efficient, and of acceptable quality. Completed work meets project/program objectives. Flexibility, adaptability, and decisiveness are exercised appropriately.

Independently defines, directs, or leads highly challenging projects/programs. Identifies and resolves highly complex problems not susceptible to treatment by accepted methods. Develops, integrates, and implements solutions to diverse, highly complex problems across multiple areas and disciplines. Anticipates problems, develops sound solutions and action plans to ensure program/mission accomplishment. Develops plans and techniques to fit new situations to improve overall program and policies. Establishes precedents in application of problem-solving techniques to enhance existing processes.

Factor: 2. - Teamwork/Cooperation      Level III.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions exhibit and foster cooperation and teamwork. Flexibility, adaptability, and decisiveness are exercised appropriately.

Works with others to accomplish complex projects/programs. Applies innovative approaches to resolve unusual/difficult issues significantly impacting important policies or programs. Promotes and maintains environment for cooperation and teamwork. Leads and guides others in formulating and executing team plans. Expertise is sought by peers.

Factor: 3. - Customer Relations              Level III.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions enhance customer relations and actively promote rapport with customers. Flexibility, adaptability, and decisiveness are exercised appropriately.

Guides and integrates functional efforts of individuals or teams in support of customer interaction. Seeks innovative approaches to satisfy customers. Establishes customer alliances, anticipates and fulfills customer needs, and translates customer needs to program/projects. Interacts independently and proactively with customers to identify and define complex/difficult problems and to develop and implement strategies or techniques for resolving problems (e.g., determining priorities and resolving conflict among customers' requirements).

Factor: 4. - Leadership/Supervision            Level III.

Work is timely, efficient, and of acceptable quality. Leadership and/or supervision effectively promotes commitment to mission accomplishment. Flexibility, adaptability, and decisiveness are exercised appropriately.

Provides guidance to individuals/teams; resolves conflicts. Considered a functional/technical expert by others in the organization; is regularly sought out by others for advice and assistance. Defines, organizes, and assigns activities to accomplish project/program goals. Guides, motivates, and oversees the activities of individuals and teams with focus on project/program issues. Fosters individual/team development by mentoring. Pursues or creates training development programs for self and others.

Factor: 5. - Communication                    Level III.

Work is timely, efficient, and of acceptable quality. Communications are clear, concise, and at appropriate level. Flexibility, adaptability, and decisiveness are exercised appropriately.

Communicates project or program results to all levels, internally and externally. Reviews and approves, or is a major contributor to/lead author of, management reports or contractual documents for external distribution. Provides inputs to policies. Presents briefings to obtain consensus/approval.

Factor:        6. - Resource Management            Level III.

Work is timely, efficient, and of acceptable quality. Resources are utilized effectively to accomplish mission. Flexibility, adaptability, and decisiveness are exercised appropriately.

Plans and allocates resources to accomplish multiple project/programs. Identifies and optimizes resources to accomplish multiple project/program goals. Effectively accomplishes multiple project/program goals within established guidelines.

Incumbent must be able to obtain and maintain a Secret security clearance.

May be required to travel within the U.S./overseas by commercial aircraft.

**Knowledge, Skills, And Abilities (KSAs) For Qualification Purposes**

In-depth knowledge of safety and systems engineering concepts, principles and theories for complex military systems

Knowledge of safety principles, standards, practices, and analytical techniques

Knowledge of higher mathematics, physics, chemistry and engineering theories, methods and techniques

Knowledge of the organizational and functional responsibilities and operations of the employing organization

Knowledge of acquisition, development, fielding and life cycle support of simulations, simulators, training and instrumentation systems

Ability to work cooperatively as a member of a team

Ability to communicate orally and in writing